

**U.S. Department of the Interior
Bureau of Reclamation**

Yakima River Basin Conservation Advisory Group

CHARTER

1. **Committee's Official Designation.** Yakima River Basin Conservation Advisory Group (CAG).
2. **Authority.** The original authority for the establishment of the CAG was provided by the Yakima River Basin Water Enhancement Project Act of October 31, 1994 (Public Law 103-434), and is regulated by the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. Appendix 2. Since 1999, the CAG has been established under general agency authority by the Secretary of the Interior (Secretary). The establishment of this committee is in the public interest in connection with the duties and responsibilities delegated to the Bureau of Reclamation by the Secretary.
3. **Objectives and Scope of Activities.** The CAG provides recommendations to the Secretary and the State of Washington (State) on the structure and implementation of the Yakima River Basin Water Conservation Program.

The Yakima River Basin Water Conservation Program is structured to provide economic incentives with cooperative Federal, State, and local funding to stimulate the identification and implementation of cost effective, structural and nonstructural water conservation measures in the Yakima River Basin. Improvements in the efficiency of water delivery and use will result in improved streamflows for fish and wildlife and improve the reliability of water supplies for irrigation.

4. **Description of Duties.** The duties or functions of the CAG are to:
 - a. Provide recommendations to the Secretary and to the State on the structure and implementation of the Yakima River Basin Water Conservation Program.
 - b. Provide annual review of the implementation of the Yakima River Basin Water Conservation Program, including the applicable water conservation guidelines of the Secretary used by participating entities in preparing their individual water conservation plan.
 - c. Provide recommendations on rules, regulations, and administration to facilitate the voluntary sale and lease of water.
 - d. Monitor and report on all established program activities for measuring and reporting water diversions in the Yakima River Basin.

5. **Agency or Official to Whom the Group Reports.** The CAG reports to the Secretary through the Commissioner of the Bureau of Reclamation.
6. **Support.** The logistical and support services for the activities of the CAG will be provided by the Bureau of Reclamation.
7. **Estimated Annual Operating Costs and Staff Years.** The estimated annual operating costs associated with supporting the CAG's functions are \$15,800, including all direct and indirect expenses and .10 Federal staff support.
8. **Designated Federal Officer.** The Designated Federal Officer (DFO) is the Yakima River Basin Water Enhancement Project Manager who is a full-time Federal employee appointed in accordance with Agency procedures. The DFO will approve or call all CAG and subcommittee meetings, prepare and approve all meeting agendas, attend all CAG and subcommittee meetings, adjourn any meetings when the DFO determines to be in the public interest and chair meetings when directed to do so by the Secretary.
9. **Estimated Number and Frequency of Meetings.** The CAG will meet approximately twice a year, and at such times as designated by the DFO.
10. **Duration.** Continuing.
11. **Termination.** The CAG will terminate 2 years from the date the charter is filed, unless, prior to that date, it is renewed in accordance with the provisions of Section 14 of the FACA. The CAG will not meet or take any action without a valid current charter.
12. **Membership and Designation.** Members of the CAG appointed by the Secretary will be comprised of:
 - a. One representative of the Yakima River Basin nonproratable irrigators.
 - b. One representative of the Yakima River Basin proratable irrigators.
 - c. One representative of the Yakama Nation.
 - d. One representative of environmental interests.
 - e. One representative of the Washington State University Agricultural Extension Service.
 - f. One representative of the Washington State Department of Fish and Wildlife with expertise in fishery resources.
 - g. One individual who shall serve as the facilitator.

Members of the CAG will be appointed to 3-year terms. A vacancy on the CAG will be filled in the same manner in which the original appointment was made. Members serve at the discretion of the Secretary.

Alternate members may be appointed to the CAG. Alternates must be approved and appointed by the Secretary before attending meetings as representatives. Alternate members shall have experience and/or expertise similar to that of the primary member.

The Secretary will appoint the Chair who will also serve as the facilitator.

13. **Ethics Responsibilities of Members.** No CAG or subcommittee member will participate in any specific party matter including a lease, license, permit, contract, claim, agreement, or related litigation with the Department in which the member has a direct financial interest.
14. **Subcommittees.** Subject to the DFO's approval, subcommittees may be formed for the purposes of compiling information or conducting research. However, such subcommittees must act only under the direction of the DFO and must report their recommendations to the full CAG for consideration. Subcommittees must not provide advice or work products directly to the Agency. Subcommittees will meet as necessary to accomplish their assignments, subject to the approval of the DFO and the availability of resources.
15. **Recordkeeping.** The records of the CAG, and formally and informally established subcommittees of the CAG, shall be handled in accordance with General Records Schedule 6.2, and other approved Agency records disposition schedule. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552.



Secretary of the Interior

MAR 09 2016

Date

MAR 15 2016

Date Filed